

BPA—Mandatory Participation

New Legislation

Effective July 1, 2012, all dealers licensed to sell or lease **new** motor vehicles are required to enroll in the Department of Motor Vehicles (DMV) Business Partner Automation (BPA) program. New motor vehicle dealers have until October 1, 2012, to be in full compliance. Dealers enrolled in the BPA program **must** process new and used retail and lease transactions using electronic programs that are provided by first-line service providers. Dealers not enrolled in the BPA program on July 1, 2012, must submit their transactions through a BPA- approved registration service.

Transactions involving motorcycles, recreational vehicles and off-highway vehicles subject to identification are exempt from the electronic processing requirement.

BPA enrollment is optional for used vehicle dealers.

Procedures

The BPA program currently allows business partners to process certain types of transactions. Attached is a listing of approved and unapproved (not inclusive) transactions for the BPA program.

When a business partner is unable to process an approved transaction due to BPA system program limitations or procedural issues, the application **must** be submitted to DMV accompanied with either a screen print reflecting the error message or a Statement of Facts (REG 256) stating the reason the transaction needs to be processed by DMV.

Electronic Filing and Documentation Preparation Fees

The following rules apply when collecting fees from buyers:

- Dealers participating in the BPA program may charge customers an \$80 documentation fee per transaction.
- Non-participating dealers may only charge a \$65 documentation fee per transaction.
- A dealer may charge the purchaser or lessor an electronic filing fee, which does not exceed the actual amount the dealer is charged by a first-line service provider. California regulations prohibit consumers from being charged more than \$29.
- A dealer may **not** charge an electronic filing fee to the purchaser or lessor if the dealer uses a registration service to complete the electronic filing process.
- A dealer may **not** collect, or **must** immediately refund, an electronic filing fee to the purchaser or lessor if the dealer is unable to complete the transaction electronically for any reason.

Background

Participation in the BPA program is voluntary for all motor vehicle dealers and registration services. Recent legislation made the BPA program mandatory for new motor vehicle dealers.

The BPA program allows participants to process vehicle registration-related transactions in their own offices and issue license plates and stickers.

References

California Vehicle Code §§4456.4 and 4456.5

Distribution

Notification that this memo is available online, at **www.dmv.ca.gov** under Publications was made via California DMV's Automated E-mail Alert System in June 2012.

Contact

Information regarding the BPA program can be found at **www.dmv.ca.gov/otherser/bpa**, or by contacting the BPA Administrator at bpa@dmv.ca.gov, or (916) 657-6258. Upon request, this document can be produced in Braille or large print.

A handwritten signature in blue ink, appearing to read "J Shiimoto". The signature is stylized with a large loop at the beginning and a cursive style for the rest of the name.

JEAN SHIOMOTO, Acting Deputy Director
Communication Programs Division

Attachments

Approved Business Partners Transactions

- New vehicle reports of sale
- Full-year registration renewals
- Registered owner transfers
- Salvage applications
- Junk applications
- Non-repairable applications
- Vehicle license fee (VLF) refunds
- Legal owner transfers
- Nonresident vehicles
- Miscellaneous originals
- Duplicate titles
- Vessels
- Transactions when administrative service fees (ASF) are due
- Personalized and special license plate assignments and/or interchanges
- Transactions with a special license plates
- Issue Arts Council Sequential License Plates
- Issue exempt license plates
- Unwinds/rollbacks
- Disabled Veteran/Disabled Person License Plate assignments/interchanges
- Issue single plate truck tractor inventory
- Expedite posting fees transactions on “non-original” applications
- Additions to and deletions from a permanent fleet registration (PFR) fleet
- Substitute vehicle license plates and stickers

Unapproved Business Partners Transactions

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| • 49-state vehicles | • Half-track vehicles | • Specially constructed vehicles (SPCNS) |
| • Apportioned title-only transactions | • Internal Revenue Service (IRS) sales | • State controller sales |
| • Armored vehicles | • International Registration Plan (IRP) | • Stolen vehicles/vessels |
| • Attachment sales—including constable, sheriff, and marshal sales | • International traffic vehicles | • Street sweepers |
| • Bankruptcy sales—trustee or receiver | • Involuntary transfers | • Test and media evaluation vehicles |
| • Commercial vehicles base plated outside California | • Kit vehicles | • Transactions containing any court documents |
| • Court orders | • Lien sales | • Transactions requiring a bypass of the smog certification requirement |
| • Direct import vehicles | • Low-speed vehicles | • Transactions requiring fee and/or penalty waivers or adjustments |
| • Divorce actions | • Military lien sales | • Trolley coaches |
| • DOJ stops | • Mobile cranes | • U.S. Customs sales |
| • Duplicate license plates | • Modular mobile equipment | • U.S. Marshal sales |
| • Family transfers not requiring a smog certification | • Motorcycles with unavailable records | • Unavailable records without a California Certificate of Title or registration card for:
—Off-highway vehicles (OHV)
—Trailer coaches |
| • Federal government sales | • On-highway motorcycles—1978 or newer year models | • VLT stops |
| • Foreign consul transactions | • Park trailers | • Warehouse Receipts Act transactions |
| • Foreign vehicles | • Partial year registration (PYR) | • Water well drilling rigs |
| • Forfeiture sales—California or federal agency | • Permanent trailer identification (PTI) | • Welfare and Institution sales |
| • Forklift trucks | • Prejudgment attachments | • Wheel and road tractors |
| • Go-carts | • Quiet title judgments | |
| • Goldenrod conversions | • Repossessions by legal owner not on record | |
| • Golf carts | • Re-registrations (TTC K20) | |
| • Government actions | • Rush titles (must be submitted to DMV headquarters) | |
| • Government surplus vehicles | • Special equipment (SE) | |
| | • Special trust transfers | |